

**CERTIFICATION OF ADMINISTRATIVE RULES
FILED WITH THE LEGISLATIVE REFERENCE SERVICE
JERRY L. BASSETT, DIRECTOR**

(Pursuant to Code of Alabama 1975, §41-22-6, as amended).

I certify that the attached is/are correct copy/copies of rule/s as promulgated and adopted on the 20th day of October _____, 2015____, and filed with the agency secretary on the 20th _____ day of October _____, 2015_____.

AGENCY NAME: Office of the Secretary of State

 X Amendment New Repeal (Mark appropriate space)

Rule No. 820-1-1-.01(1); 820-1-1-.01(2)(a); 820-1-1-.01(2)(b); 820-1-1-.01(2)(c); 820-1-1-.01(2)(d); 820-1-1-.01(3)(a)(1); 820-1-1-.01(3)(a)(2); 820-1-1-.01(3)(a)(3); 820-1-1-.01(3)(b)(1); 820-1-1-.01(3)(b)(2); 820-1-1-.01(3)(b)(3); 820-1-1-.01(3)(b)(4); 820-1-1-.01(3)(b)(5); 820-1-1-.01(3)(b)(6); 820-1-1-.01(3)(b)(8); 820-1-1-.02(1); 820-1-1-.02(2)(a); 820-1-1-.02(3)(a); 820-1-1-.02(3)(b); 820-1-.02(4) _____

(If amended rule, give specific paragraph, subparagraphs, etc., being amended)

Rule Title: Organization of the Office of the Secretary of State and Construction of the Rules _____

ACTION TAKEN: State whether the rule was adopted with or without changes from the proposal due to written or oral comments:

The Office of the Secretary of State adopts Rule 820-1-1 without changes from the proposal.

REC'D & FILED

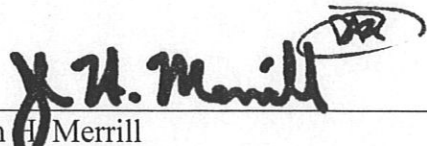
OCT 20 2015

NOTICE OF INTENDED ACTION PUBLISHED IN VOLUME XXXIII,
ISSUE NO. 10 _____, AAM, DATED July 31, 2015_____.

LEGISLATIVE REF SERVICE

Statutory Rulemaking Authority: Code of Alabama 1975, sections
41-22-4, 36-26-10, 36-14-16. _____

(Date Filed)
(For LRS Use Only)



John H. Merrill
Secretary of State

(NOTE: In accordance with §41-22-6(b), as amended, a proposed rule is required to be certified within 90 days after completion of the notice.

AMENDED

STATE OF ALABAMA
OFFICE OF THE SECRETARY OF STATE
ADMINISTRATION DIVISION
ADMINISTRATIVE CODE

CHAPTER 820-1-1
ORGANIZATION OF THE OFFICE OF THE SECRETARY OF STATE AND
CONSTRUCTION OF THE RULES

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| 820-1-1-.01 | <u>Organization.</u> |

(1) The Office of the Secretary of State is established by the Constitution of the State of Alabama (Art. V, §112, Ala. Constitution of 1901) and performs a wide variety of constitutional and statutory duties (Code of Ala. 1975, §§36-14-1 et seq.).

(2) Requests for information may be submitted to the Office of the Secretary of State via several methods:

(a) By mail: Office of the Secretary of State, P.O. Box 5616, Montgomery, Alabama 36103.

(b) By hand delivery: Office of the Secretary of State, 600 Dexter Avenue, Suite S-105, Montgomery, Alabama 36130.

(c) By telephone: (334) 242-7200.

(d) By internet: <http://www.sos.alabama.gov>

(3) Organization. The Secretary of State has the authority and latitude to organize the office in a manner the Secretary of State deems appropriate for accomplishing these duties. The following depicts the organization serving under the Secretary of State's direction:

(a) The Secretary of State may appoint two assistants and two exempt employees as follows:

1. A Confidential Assistant to the Secretary of State pursuant to Code of Ala. 1975, §36-26-10(c)(1).

2. An Executive Assistant to the Secretary of State pursuant to Code of Ala. 1975, §36-14-16.

3. Two additional exempt employees pursuant to Code of Ala. 1975, §36-26-10(b)(10).

(b) Divisions operating under the direction of the Secretary of State include the following:

1. Executive Division.
2. Business Services Division.
3. Government Support Division.
4. Authentications/Lands and Trademarks Division.
5. Elections Division.
6. Finance Division.
7. Information Systems Division.

Authors: Charles E. Grainger, Jr.; William Sutton; Jean Brown.

Statutory Authority: Code of Ala. 1975, §§41-22-4, 36-26-10, 36-14-16.

History: New Rule: Filed January 10, 2001; effective February 14, 2001. **Amended:** Filed July 31, 2015; Effective October 20, 2015.

820-1-1-.02 Construction Of Rules.

(1) As of the date of the initial adoption of this rule, the Secretary of State finds it appropriate to relocate certain rules formerly located in Division 820-X of the Secretary of State's Administrative Code. The new Administrative Code is structured into multiple divisions

for the purpose of arranging together rules of similar subject matter. The subsequent creation of additional Divisions, Chapters and Rules does not require an amendment of this Rule, as this Rule is provided only to explain the restructuring of this Administrative Code on the date of the initial adoption of this rule.

(2) The Administrative Code for the Office of the Secretary of State may be referenced as: "820 -- The Office of the Secretary of State."

Authors: Charles E. Grainger, Jr.; William Sutton; Jean Brown.

Statutory Authority: Code of Ala. 1975, §41-22-4.

History: New Rule: Filed January 10, 2001; effective February 14, 2001. **Amended:** Filed June 5, 2009; effective July 10, 2009. **Amended:** Filed July 31, 2015; effective October 20, 2015.